



## **MINUTES**

### **COMMUNITY ACTION AGENCY BOARD “SPECIAL CALL” MEETING OVERTOWN TRANSIT VILLAGE NORTH 701 NW 1 COURT, 1<sup>ST</sup> FLOOR TRAINING ROOM MIAMI, FLORIDA 33136**

**MONDAY, JANUARY 23, 2012  
4:00 P.M.**

#### **Members Present**

Dr. William Zubkoff  
James Fayson  
Lillie Williams  
Dr. Joyce Price  
Marjorie York  
Levy Kelly  
Irene Taylor-Wooten  
Delleperche Joseph  
Beverly King  
Marie Birts  
Tonya Ferguson  
Dr. Santarvis Brown  
Diane Benitez  
Alphonso McCray  
Paola Pierre  
Israel Andrews  
Richard Brown-Morilla  
Elaine Adderly  
Dr. Tonya Thomas  
Larry Williams  
Guadalupe Maldonado

#### **Members Excused**

Ilenia Sanchez-Bryson  
Andrea Walker  
Edward Dieguez  
Lisa M. Martinez  
Madelin D'Arce  
Joyce Galbut  
Anita Youngkin  
David Garcia  
Nick Alvarez  
Reynold Martin

#### **Members Absent**

Miguel Perez  
Martha Miller  
Audrey Doyle-Braxton  
Cristobalina Pinillo  
Kametra Driver  
Alan Morley  
Rev. Wilfred McKenzie  
Vice Mayor Dorothy Johnson  
Stephanie McIntosh  
Jannie Russell  
Com. District 3 (vacancy)  
Com. District 10 (vacancy)  
Com. District 12 (vacancy)  
Com. District 13 (vacancy)

This represents a quorum.

**CALL TO ORDER**

Chairperson Dr. William Zubkoff welcomed everyone, and thanked them for their participation. He then called the meeting to order at approximately 4:15 p.m., and requested that Mr. James Fayson give the inspirational message. Upon the request of the Chair, Dr. Joyce Price led Board members in the recitation of the Mission Statement. Introductions followed and the floor was then opened for business.

**I. HEAD START/EARLY HEAD START REQUEST FOR EXPRESSIONS OF INTEREST (REOI) AND THE DELEGATION PLAN**

Chairperson Zubkoff explained that the purpose for the special call meeting was for Board members to be provided with an update regarding the Head Start/Early Head Start Request for Expressions of Interest (REOI) and the Delegation Plan. He then introduced Ms. Lucia Davis-Raiford, Director of the Community Action and Human Services Department, as the presenter.

Ms. Lucia Davis-Raiford thanked the Board for the opportunity to present the Head Start/Early Head Start Request for Expressions of Interest (REOI) and the Delegation Plan. She commented that Ms. Lisa Martinez, Senior Advisor to Mayor Carlos A. Gimenez was scheduled to make the presentation, but was called away to another meeting. After her introductory remarks, Ms. Davis-Raiford began her presentation by giving an overview of the mandate by the Board of County Commissioners at their special meeting on July 14, 2011 which directed the Mayor to develop a plan for the full delegation of the Head Start/Early Head Start slots. She then provided a detailed and concise overview of the solicitation process for the Request for Expressions of Interest (REOI). She directed the Board’s attention to the nine recommendations outlined in the Mayor’s memo to the BCC Chairman that were found on handwritten page 2 of the document. The requests made to the Board covered the following actions: permission to advertise the REOI; and subsequent to the advertisement of the REOI, permission to advertise the Request for Applications (RFA); permission to accept and evaluate applications, negotiate contracts with recommended delegate agencies; seek approval from the Head Start Policy Council and CAA Board for award recommendations; and advise delegate agencies regarding either their acceptance or rejection of applications, etc.

She stated that the first band of the process proposes to delegate 85% of the funding (\$46,920,000) to delegate agencies. The second band of the delegation plan will maintain the process for the 14 delegate agencies currently in existence and will afford them the opportunity to reapply for their current slots. In addition, the plan also contemplates the delegation of all of the slots currently managed by the County. Lastly, the delegation plan calls for the delegation of the new slots created from the estimated savings of the delegation of the County operated slots. All types of child care agencies (for profit as well as not-for-profit) are encouraged to respond to the Request of Expressions of Interest. Because the item is not under the County’s “Cone of Silence”, staff will have the ability to dialogue

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with potential bidders and provide technical assistance prior to submission of a formal application (RFA). Ms. Davis-Raiford also provided a brief summary on the timeline. She concluded by reiterating that the BCC requested the Mayor to develop a plan for full delegation, and additionally, requested that staff find the savings to decrease any dependence on the General Fund. She stated that the item will be heard before the BCC on Tuesday, January 24, 2012 at which time permission will be requested to move the item forward.

Board members engaged in a lengthy discussion asking questions and providing comments regarding the REOI and the full delegation of County operated slots. The discussion ranged from comments on the pros and cons of the Head Start/Early Head Start REOI, the delegation plan, employing of County teaching staff by delegates, and entrepreneurial opportunities for teachers. After discussing the item at length, it was the consensus of the Board to advise the BCC of their vote of support of the process for the Head Start/Early Head Start Request for Expressions of Interest and the Delegation Plan. **Israel Andrews moved and Diane Benitez seconded the motion that the CAA Board record their vote of support of the process for the Head Start/Early Head Start Request for Expressions of Interest and the Delegation Plan.**

Chairperson Zubkoff asked if there were any questions or discussion on the motion. Richard Brown-Morilla asked about the selection process. The discussion then resumed regarding the pros and cons of the Head Start/Early Head Start REOI and the delegation plan. Ms. Tonya Ferguson, newly appointed Head Start Policy Council Chairperson noted that the Policy Council at its January 19<sup>th</sup> meeting discussed the REOI. She also indicated that the outgoing Policy Council was not in favor of full delegation and the new Policy Council has not yet taken a position on the full delegation issue. Paola Pierre offered that the motion should also reflect that the CAA Board discussed the issue at length, had some concerns, but fully supports the process for the Head Start/Early Head Start Request for Expressions of Interest and the Delegation Plan. Hearing no other comments or questions, Chairperson Zubkoff called for the vote. **The motion passed by majority vote; two members opposed.**

## **II. ADJOURNMENT**

Chairperson Zubkoff thanked everyone for their attendance at the meeting, and requested a motion to adjourn. Mr. Fayson made a motion which was seconded by Dr. Price that the meeting be adjourned. The meeting was adjourned at approximately 5:35 p.m.

Recorded by: John Hatcher, Secretary, CAHSD

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Dr. William Zubkoff, CAA Board Chair

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Date

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James Fayson, CAA Board Secretary

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Date